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**ADMISSIONS POLICY  
(NURSERY)  
2015/16**

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Children who reach their 3<sup>rd</sup> birthday on or before 31<sup>st</sup> August of the year they are to be admitted are entitled to 15 hours of nursery provision per week. The entitlement is usually taken in five daily sessions of 3 hours.

Applications for places in our nursery classes in September 2016 should be made directly to the school, using the school's application form. Offers of a place will be made by the school after 18<sup>th</sup> April 2016 (this being the offer day for reception class places).

Attendance at our nursery class does not guarantee a place in our reception class the following year - reception class application forms go to the local authority and are considered against the school's admission criteria with no regard to the nursery that the child attends.

Children with a Statement of Special Needs, where the statement names our school, will be offered a place.

If there are fewer applications than places available then every child will be offered a place. If there are more applications than places available, then the following over-subscription rules are applied and places are offered to children who are ranked highest.

1. Looked After Children in the care of a local authority or children that were looked after by the local authority and have subsequently become subject to an adoption residence or special guardianship order. Evidence of the appropriate order must be submitted.
2. The older the child is, nearer to 3 years, the higher the ranking/priority for their admission.
3. Children who live in the school's catchment area.
4. Children who will have a sibling at the school during the coming academic year.
5. Special reasons such as:
  - a) Family breakdown,
  - b) Three or more children under five years old in one household;
  - c) Children who are at an educational disadvantage because their use of the English language is minimal or non-existent;
  - d) Home accommodation is unsuitable for young children;
  - e) Failure to thrive socially, medically or psychologically;
  - f) Physical, sensory or learning difficulties

If special reasons are to be considered, detailed written information about the child's circumstances will be required.

If we have had to refuse a place because there are more applications than places available, we will keep a waiting list of applicants. If a place becomes available it will be offered to the applicant on the waiting list who ranks highest in accordance with the admission rules above.

There is no appeal procedure for parents who are unable to get a place for their child in our nursery class.